

POSITION ADJUSTMENT REQUEST

NO. 22517
DATE 8/28/2019

Department Employment and Human Services
Department No./ Budget Unit No. 0504 Org No. 5452 Agency No. A19
Action Requested: Reassign one (1) positions no. 14495 (represented) from Department 0504 (Workforce Services Bureau) Org 5452, to Department 0503 (Aging and Adult Services Bureau) Org 5311

Proposed Effective Date: 9/1/2019

Classification Questionnaire attached: Yes [ ] No [X] / Cost is within Department's budget: Yes [X] No [ ]

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Bao Tran 608-5027

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

9/18/19

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/1/2019

Reassign one Eligibility Worker Supervisor I (XHA) (represented) position number 14495 from the Workforce Services Bureau to the Aging and Adult Services Bureau, in the Employment and Human Services Department effective September 1, 2019.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [ ] Day following Board Action.

[X] 9/1/2019 (Date)

Gladys Scott Reid

10/1/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other:

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [ ] DISAPPROVED [X]

David J. Twa, Clerk of the Board of Supervisors and County Administrator

DATE October 8 2019

BY

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION
Adjust class(es) / position(s) as follows: